

Special Event application

Event Name *

Angie Thompson

Event contact name *

Angie Thompson

Event contact email address *

ladyponderosa@gmail.com

Event contact phone number *

719-207-5028

The following questions are similar to the questions that were answered in the online "Park rental and Special event request form". Please provide more detail in this application.

Event location

Riverside Park and F-street parade route

Event start date

MM DD YYYY

04 / 22 / 2022

Event start time

Time

10 : 00 AM ▼

Event end date

MM DD YYYY

04 / 22 / 2022

Event end time

Time

06 : 00 PM ▼

Estimated number of people in attendance

150

Please provide a short description of the event

Our annual Earth Day parade and community celebration. Parade ends at Riverside park, and tables/booths will be available for non profits, community organizations, and businesses wanting to promote green solutions in the Ark Valley

Will food or merchandise be available from any vendor?

- Yes
- No
- Maybe

If YES, FOOD AND SALES TAX LICENSES MUST BE OBTAINED AND POSSIBLY A MULTI VENDOR PERMIT . Contact the Colorado Department of Revenue for sales tax licenses at (303) 232-2416, and the Chaffee County Public Health Department for food licenses at (719) 539-2124. Vendors must have a fire extinguisher on site. Vendor booths are subject to inspection by the Salida Police and Fire Departments.

Multiple vendor permit

<https://drive.google.com/file/d/1VHVSD9PEo0x-dNvllrrkWRlXr1JaL8o9/view?usp=sharing>

County form:

<https://www.chaffeecounty.org/EndUserFiles/57096.pdf>

Will Alcohol be sold or distributed at your event?

- Yes
- No
- Maybe

If yes, please fill out the Application for Special Events Liquor License (available at the link below) and submit it along with the necessary fees. A State of Colorado Special Event Liquor License permit is ONLY issued to incorporated non-profit organizations. **EVENTS REQUIRING ALCOHOL LICENSES MUST SUBMIT THEIR APPLICATION AT LEAST 90 DAYS IN ADVANCE OF THE EVENT.**

<https://drive.google.com/file/d/1VGNG7tcBM4NP0KCIJ9hZqgrcvuyypjPvu/view?usp=sharing>

Will there be amplified sound at your event?

- Yes
- No
- Maybe

If yes, complete the Amplified Sound Permit available At the City Clerk's office.

Are any streets, sidewalks or other right of way closures required for your event?

- Yes
- No
- Maybe

If yes, it is your responsibility to circulate and submit a petition signed by abutting residents/merchants as to their support or non-support of the closure.

<https://drive.google.com/file/d/1V3xAFRIMqozcGrAQsk9QC3BoClmeO9V/view?usp=sharing>

If yes, please describe the request.

We would like to have a short parade down F street and surrounding areas, ending at Riverside Park. Would appreciate suggestions for established parade routes.

Will you require any security or law enforcement services specific for your event?

Yes

No

Maybe

If yes, for what purpose (security, traffic, parking or public control, Salida Trail System crossings, etc.? .

Guessing some traffic closure may be necessary for parade routes

If additional City of Salida Police Officers are requested, they must be requested through the Salida Police Department (719-539-6880).

Where will people park for your event?

City parking. We are strongly encouraging bike, walk, and ride share

How many additional trash cans are needed for your event?

Depends on currently available number?

Is a quote from a trash service included in your application packet?

Yes

No

Is the Emergency Action Plan included in your application packet?

Yes

No

Have you obtained insurance for your event that lists City of Salida as additionally insured?

Yes

No

Please check that you understand and will adhere to the following requirements:

- Any violation of the City of Salida Municipal Code or agreements made in the application process are grounds for denial of the Special Events permit in the future.
- You will be required to have insurance and name the City as an additionally insured party. Because this is often a lengthy process, the City will accept and approve applications pending receipt of proof of insurance.
- Applicants are also responsible for meeting any other agency requirements. For example, if you are serving food you must meet all Health Department requirements
- Chaffee County Department of Health requires at least one restroom for every fifty people attending the event.
- 1 trash can per 50 people is required
- The event is responsible for emptying ALL trash within the event, including pre-existing city trash cans.
- All clean up must be completed within 24 hours after the event concludes. If the City has to clean up after the event, a fee will be billed to the organizer.

Digital signature:

Angie Thompson

This form was created inside of City of Salida.

Google Forms

CITY COUNCIL MEMO

Special event Earth Day Festival and Parade For The Species	Presented by Angie Thompson and Trish Cullinan	Date 3/31/2022
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Event Overview:

The Central Colorado Climate Coalition (formerly 350 Central Colorado) is proud to announce the return of The Parade For The Species and Earth Day Festival in 2022. The parade is the highlight of Earth Day – our effort to bring attention to the plight of our plant and animal friends, and invite our community to dress up and celebrate the beauty and joy of the planet. Over 40 local citizens participated in the first Parade for The Species, and it has continued to grow each year. We will frolic down F Street in Salida at high noon, and end at Riverside park, where a festival of performances, family activities, and educational booths by local organizations, and food trucks will run through the afternoon. This year we are also hosting a denim and shoe recycling event, as well as a community clean up. Our goal is to bring together all the local organizations and businesses working for a more sustainable valley, have a fun time, and be of service to our community and Mother Earth.

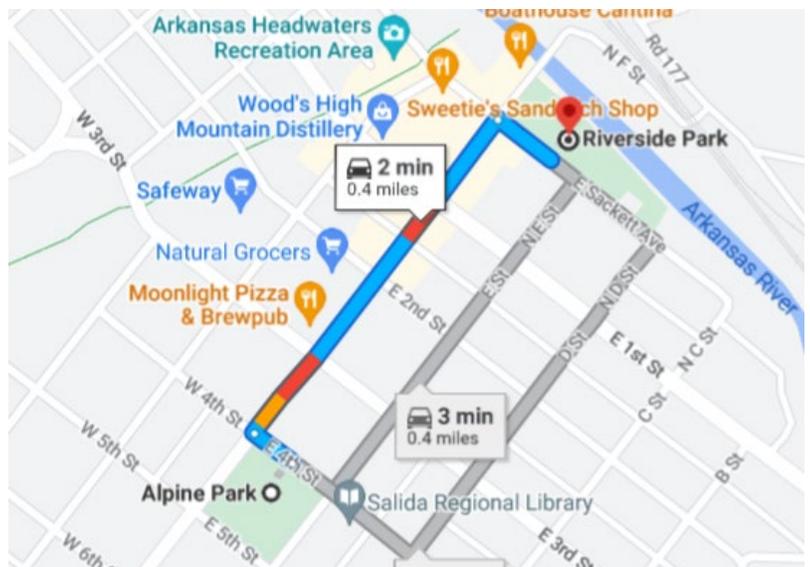
Event intent:

Our goal with Earth Day 2022 is two -fold: First, to have fun and raise awareness through our Parade For The Species. We bring awareness to the plight of earth’s creatures, and honor the beauty, and joy, we receive from them with a community parade down F Street. Everyone is welcome, it’s fun for kids and adults alike. Secondly, community education and service. The festival at Riverside Park will have booths by local non -profits, green businesses, and organizations to showcase and educate the community on what they do, how to get involved with them, and how residents can implement sustainable changes at home. We’ll also be including a community service component this year, with a trash clean up, and recycle drive for old denim and shoes that will be sent to facilities that recycle them into insulation and keep them out of our landfill.

Event timeline:

- 9am set up at Riverside Park
- 11:30 meet at Alpine Park for Parade
- 12-1pm Parade down F Street
- 1-4 Festival in Riverside Park
- 4-6 Clean up

Event map:





Earth Day Schedule 2022



9:00- 11:45 am: Set up

11:30 am: Meet at Alpine Park for Parade instructions

12:00 -12:45 pm: Parade!

Begins at: Alpine Park, marches down F Street and ends at Riverside Park

12:45: Event begins at Riverside Park

1:00pm: Performance

1:30pm: Performance

2:00pm Performance

2:30 pm Performance

3:00 pm Performance

3:30pm Performance

4:00 Event Ends

4:15- 6:00pm Clean up



CITY OF SALIDA

OVERVIEW OF LOCAL NOISE REGULATIONS & PERMITTING

Chapter 10, Article IX of the Salida Municipal Code (the “Code”) establishes regulations and standards for noise within the City of Salida (the “City”) to reduce and eliminate unnecessary and excessive noise which would otherwise be detrimental to residents and the community in the enjoyment of life, property, and the conduct of business. Of note, Section 10-9-30(c) of the Code provides that it is “unlawful for any person to emit or cause to be emitted any noise which leaves the premises on which it originates, inclusive of a public premises, crosses a property line and enters onto any other premises in excess” of the specified levels.

Pursuant to Sections 10-9-40(14) and 10-9-80 of the Code, however, the City may specifically exempt a particular noise from this prohibition through the issuance of a noise permit. Such a permit may include limitations and conditions to minimize the adverse impacts of the proposed noise may have on the community or surrounding neighborhood. Such limitations and conditions include, but are not limited to, the following: the hours of operation, maximum decibels, the type of sound amplification equipment, and the type of sound that may be amplified. No permit shall be issued for noise after 10:00 PM, with allowances to go until midnight on the Fridays and Saturdays of Memorial Day weekend, 4th of July weekend, and Labor Day weekend, and on the Thursday, Friday, and Saturday during the FIBArk Festival.

The issuance of a noise permit is at the sole discretion of the City Administrator or City Council, and the issuance of such permit does not confer any rights upon the permittee other than those expressly authorized by the permit. Violation of any of the conditions or limitations set forth in the noise permit may result in immediate revocation of the permit. Revocation of the noise permit does not preclude the City from seeking any remedies otherwise available under federal, state, or local law.

Applications for a noise permit must be submitted on the attached “Application for a Noise Permit” form and submitted at least five (5) working days prior to the date for which the permit is sought.



CITY OF SALIDA

NOISE PERMIT APPLICATION

Please fill out the form completely, including by signing and dating the application. Submitting an incomplete application is a basis for denial of a noise permit. Listing a particular type of audio amplification equipment, hours of operation, or any other information below does not guarantee the applicant's right to use such equipment or have an event at a particular time. Whether such application requests have been granted will be indicated in the issued permit.

Applicants may apply for events which are recurring (*i.e.*, live music every Thursday). Any such events should be clearly described as recurring in the event description and should identify all dates on which the event will occur.

Completed applications can be submitted in-person to the City Clerk at 448 E. First Street, Suite 112, or via email to clerk@cityofsalida.com. Applications must be submitted at least five (5) working days prior to the date for which the permit is sought.

I. Applicant Information.

Applicant Name: Angie Thompson

Applicant Business/Organization: Central Colorado Climate Coalition

Applicant Phone: 719-207-5028

Applicant Email: climatecolorado@gmail.com

Applicant Address: po box 171 Coaldale CO 81222

Sound Supervisor¹: Angie Thompson

Sound Supervisor Phone: 719-207-5028

II. Event Information.

Description of Event: Parade down F street and community festival at Riverside Park . We will be renting bandshell for performances that include Salida Circus and other local folks. Sound will be provided by Salida Council for the Arts and the Steamplant. Individual organizations will have booths and tables in park

Estimated Attendance: 100

Date(s): 4/22/2022

Hours of Event: set up 9am parade 12-1, Festival 1-4 , 4-6 clean up

Location of Event: Riverside Park, Parade from Alpine Park down F Street to Riverside Park

¹ The sound supervisor will be responsible for responding to and immediately addressing noise or other complaints in the absence of the applicant/permittee.



III. Noise Information.

Type of Noise (e.g., live music, parade):
parade, live music and speakers

Type of Sound Amplification Equipment:
basic set up from steam plant, at Bandshell only

IV. Agreement.

As the applicant for this noise permit, I, Angie Thompson, hereby agree and understand that it is my responsibility to ensure compliance with the conditions and limitations set forth in the permit and all laws, rules, and regulations of the City of Salida, the state, and the federal government. I further agree and understand that any violations of the permit or applicable laws may result in the immediate revocation of the permit. Violations of the conditions and limitations set forth in the permit or applicable laws shall also be grounds for denial of future permit applications. I further understand and agree that the permit and application fee are non-refundable and non-transferrable.

Signature: Angie Thompson

Date: 3/28/2022

3/28/22

For use by the City Clerk only:

Application fee received: [] Yes [] No [] N/A

Signature: _____

Date: _____



**CITY OF SALIDA
NOISE PERMIT**

Signature by the City Administrator on this noise permit indicates that the noise permit has been deemed granted to the applicant and the requested noise has been so authorized, subject to the conditions and limitations set forth below. Where the conditions or limitations set forth below contradict or conflict with the information contained in the application, the conditions and limitations will control.

I. Conditions and Limitations Applicable to All Permits.

The following conditions and limitations are applicable to all noise permits:

- No noise is permitted after 10:00 PM, unless specifically authorized by the City Council following a public hearing. No noise is permitted after midnight on the Fridays and Saturdays of Memorial Day weekend, 4th of July weekend, and Labor Day weekend. No noise is permitted after midnight on the Thursday, Friday, and Saturday during the FIBArk festival.
- No noise is authorized in excess of the maximum limit of 85 dB(A), as measured from any point along the property line or within the property line of the receiving premises. Measuring devices shall be those specifically utilized by the City of Salida.
- All amplification equipment shall be arranged so as to minimize the disturbance to neighboring properties, and permittees shall take reasonable measures to baffle or reduce noise impacts to neighbors.
- No outdoor amplified sound shall be permitted between November 1 through May 1.
- A maximum of sixty (60) amplified sound permits may be granted to same location during a single calendar year, unless additional permits are specifically authorized by the City Council following a public hearing.

II. Conditions and Limitations Applicable to this Permit.

The following conditions and limitations are applicable to this noise permit:

- _____
- _____
- _____

III. Expiration.

This noise permit is issued for the following dates and expires on the following date:

Date(s): _____

Expiration: _____

For use by the City Administrator only:

Application granted: [] Yes [] No

Signature: _____

Date: _____



City of Salida Multiple Vendor Event Permit Application

Date of Application 3/4/2022

Event Name: Earth Day Festival

1. Event location(s): Riverside Park with parade from Alpine Park
2. Date(s) & times(s) of event: Friday April 22, 2022 Set up at 9am. Parade 12-1 Close and

Angie Thompson

Angie Thompson

3. Individual or organization sponsor(s): Central Colorado Climate Coalition
Address: po box 171, Coaldale CO 81222
Phone: na E-mail: climatecolorado@gmail.com

4. Contact Person: Angie Thompson
Phone: 719-207-5028 E-mail: climatecolorado@gmail.com

5. List Participating Vendors:
REQUIREMENT: PROVIDE A COPY OF THE CURRENT STATE LICENSE FOR EACH VENDOR
TBD

719-207-5028

(If additional space is needed, please attach a list of participating vendors.)

6. Provide Proof of Insurance (The City Administrator, at his or her discretion, may require the City be named as an additional insured.)

Copy of Insurance Attached (Yes or No) yes

Required Fees and Checklist:

\$75 Application Fee

 \$20 per participating vendor: Number of Vendors X \$20 =

Current Colorado Sales Tax License for each participating vendor

Proof of Insurance

Signed:

Event Sponsor: Angie Thompson

City of Salida:

Date: 3/28/22

Date:



City of Salida

Special Event Emergency Action Plan

I, the undersigned, agree to comply with the following Emergency Action Plan to the best of my ability. The first person on this list will be the designated Emergency Manager and will take responsibility for public addresses and instruction to the event participants.

Emergency Manager (1 lead, 2 alternates)	Contact info 1	Contact info 2	Signature
1. Angie Thompson	719-207 5028		
2. Kent Shur	719-207-3945		
3. Ken Brandon	719-539-7443		
4.			

Please complete the following template according to your Events plan and location. The following procedures should be followed in the event of an emergency.

Communications

- The manager or designee will communicate the designated evacuation space to participants at the beginning of the event.
- The Emergency Manger will communicate to the event participants in an emergency with a
 - Bull Horn
 - PA system
 - Emergency level voice

Fire

- Call 911
- Assist injured or disabled personnel.
- Evacuate the building. Activate emergency shutoffs if available.
- Attempt to use a fire extinguisher only if you have been trained.
- Evacuate participant to

Medical Emergency

- Identify the medical emergency.
- If life threatening, call 911.
- Administer first aid if properly trained.
- Evacuate the injured person to

Violent incident

- Call 911.
- Attempt to avoid the situation – move participants away
- Try to deny contact-evacuate to
lock/block doors, turn off lights, silence phones.
- If necessary defend - distract, attack, subdue.

Severe Weather/Natural incident

- Move participants away from threat if possible.
- Evacuate to
- Call 911

Urgent Situation (suspicious person, package, activity or bomb threat)

- Call 911.
- State who, what, where, when, why, and how situation occurred.
- If bomb threat, turn off all electronics.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

01/24/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER State Farm  Kate Woolman Insurance Agency Inc 130 W 2nd St. Unit B Salida, CO 81201	CONTACT NAME: Jaimie Mouser PHONE (A/C, No, Ext): 719-539-6265 E-MAIL ADDRESS: jaimie@katewoolmaninsurance.com	FAX (A/C, No): 719-344-2950
	INSURER(S) AFFORDING COVERAGE INSURER A : State Farm Fire and Casualty Company INSURER B : <input type="checkbox"/> <input checked="" type="checkbox"/> INSURER C : <input type="checkbox"/> <input checked="" type="checkbox"/> INSURER D : <input type="checkbox"/> <input checked="" type="checkbox"/> INSURER E : <input type="checkbox"/> <input checked="" type="checkbox"/> INSURER F : <input type="checkbox"/> <input checked="" type="checkbox"/>	
INSURED Salida Council for the Arts PO Box 672 Salida, CO 81201		

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS EXCLUSION MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
<input checked="" type="checkbox"/>	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	96-CP-A963-0	06/19/2021	06/19/2022	EACH OCCURRENCE	\$ 1,000,000
						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 3,000,000
						MED EXP (Any one person)	\$ 5,000
						PERSONAL & ADV INJURY	\$ 1,000,000
						GENERAL AGGREGATE	\$ 2,000,000
						PRODUCTS - COMP/OP AGG	\$ 2,000,000
						Business Property	\$ 1,400
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident)	\$
						BODILY INJURY (Per person)	\$
						BODILY INJURY (Per accident)	\$
						PROPERTY DAMAGE (Per accident)	\$
							\$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE	\$
						AGGREGATE	\$
							\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A			PER STATUTE	OTH-ER
						E.L. EACH ACCIDENT	\$
						E.L. DISEASE - EA EMPLOYEE	\$
						E.L. DISEASE - POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER City of Salida 448 E First St. Ste 112 Salida, CO 81201	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Completed by an authorized State Farm representative. If signature is required, please contact a State Farm agent.
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